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To:

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From:

Date: February 8, 1954

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Sometime ago, purchased One Apeco Printer Attachment PRA 51 from the American Photocopy Equipment Company under Contract . Since this has proved unsatisfactory in the reproduction of pages from tightly bound books, the vendor has agreed to exchange a used Remington Rand Portagraph, Size G10 AC, for our original equipment at no cost. Experience for the past three months has shown that the Portagraph meets our photocopying needs most satisfactorily and overcomes the drawbacks of the Apeco equipment.

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The list price of the Portagraph is \$171.50, the Apeco Printer Attachment sells for \$67.50. Approval is requested to exchange the above equipment in accordance with the terms outlined.

Administrative Officer

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